



MEETING OF THE  
TRANSPORTATION AUTHORITY OF MARIN  
OVERSIGHT COMMITTEE

July 17, 2006

MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CALIFORNIA

**MEETING MINUTES**

Members Present:

Lori Lopin  
Gina Feiner  
Barbara George  
Don Wilhelm  
Ann Batman  
Ray Hirsch  
Susie Weaver (alt.)  
Allan Bortel  
Scott Tye (alt.)  
Raphael Durr  
Bob Burton  
Annan Peterson (alt.)

Staff Members Present:

Dianne Steinhauser, TAM Executive Director  
David Chan, TAM Programming Manager  
Denise Merleno, Executive Assistant  
Mary Klingensmith, Nolte Associates

*Chair Lopin called the Oversight Committee Meeting to order at 5:08 p.m.*

**1. Introductions**

Committee members and staff did self-introductions. Dianne Steinhauser also introduced new member, Rafael Durr.

**2. Approval of Minutes of May 15, 2006 (Action)**

**Ray Hirsch moved, and Ann Batman seconded, to approve the minutes of the May 15, 2006 meeting.**

**3. Committee Member Reports (Discussion)**

- a) Commission Activities – Don Wilhelm reported that the SMART EIR had been released, but had no report from the TAM Commission meeting.
- b) Executive Committee Activities – No report.
- c) Technical Advisory Committee (TAC) Activities – Gina Feiner reported that the TAC had reviewed the crossing guard program at the last meeting, but that she had not attended. Dianne Steinhauser reported that the program now has a total of 54 approved locations, 39 based on the original screening criteria with another 15 locations from the second analysis. The TAM Commission approved a contract with All City Management Services (ACMS) to manage the program. ACMS is actively hiring guards and recruiting at area functions.

Under the Major Infrastructure Sub-strategy, the TAC reviewed two projects at the last meeting:

- 1) 4<sup>th</sup> Street Rehabilitation Project (sponsor – San Rafael). The project location is towards the western end of 4<sup>th</sup> Street, and the project development has included good bike/ped coordination.
- 2) Novato Blvd. Project (sponsor – Novato). This project is the highest priority in the Northern Marin Planning Area.

The next step for both projects is to obtain City Council approval for the project, after which the project will be presented to the TAM Commission for final approval. Dianne Steinhauser also noted that three additional projects are in the development phase.

Members discussed the Committee's role as it relates to project scope elements and also with respect to environmental justice issues and how contracts are awarded. Chair Lopin requested that the discussion be agendaized for a future meeting. Dianne Steinhauser offered to report back to the Committee on this topic. Dianne Steinhauser reported that the TAC has direct input into the Major Road project scopes.

Marin County Transit District (MCTD) Activities – Dianne Steinhauser reported that MCTD's advertisement for a General Manager had now closed. The intent is to interview in August and have the General Manager on board by November 2006.

#### **4. TAM Report**

Dianne Steinhauser reported on several items:

- Staffing: Dianne introduced the new Programming Manager, David Chan, and reported that the Finance Manager is scheduled to begin in late August.
- Audit: The TAM Commission approved the contract amendment with R.J. Ricciardi to conduct the FY'05/06 audit. Staff is waiting for year-end information from the Auditor-Controller's Office and will then complete preliminary checklists for Ricciardi's fieldwork.
- Marin-Sonoma Narrows: This project is one of two strong Marin-area candidates for the Infrastructure Bonds on the November 7<sup>th</sup>, 2006 ballot. The other is the Greenbrae/ I-580 / Hwy. 101 corridor. If the projects do receive bond funding, it would have to go to construction by 2012. For the purpose of the Infrastructure Bond, a "good candidate" is one that provides significant congestion relief. Dianne also provided a handout that showed approximately \$1.8B in new transportation funds for the Bay Area if the Infrastructure Bonds initiative is approved.

#### **5. Strategic Plan Review and Measure A Allocation Process (Discussion)**

Dianne Steinhauser provided an overview of the Strategic Plan and its role as a programming document. She discussed in some detail the Guiding Principles, the Policy elements and the Revenue and Expenditure tables

#### **6. Measure A Allocation Update (Discussion)**

David Chan provided an update on the allocation process that will be used for Measure A funds distributed to project/program recipients and provided a handout showing the Allocation Request Form for MCTD as well as a list of upcoming 2006 Measure A allocations. Staff committed to providing allocation information on a quarterly basis, in advance of TAM Commission action when possible. Staff also noted that allocation information will be posted on the TAM website. Don Wilhelm suggested that staff consider streamlining the Allocation Request Form to mirror Measure A policy guidelines. Committee members also questioned how Measure A funds that are not distributed to a local jurisdiction are tracked. Staff described

three avenues for approving the use of Measure A funds: 1) through an allocation to a project/program recipient (e.g., MCTD or a major roads project sponsor); 2) by means of a contract (e.g., with ACMS); and 3) through the annual budget process (e.g., for administrative expenditures).

**7. Path Maintenance – Use of Interest Income (Discussion)**

Dianne Steinhauser gave an update on the bike path maintenance item, noting that TAM received seventeen comments on the Strategic Plan concerning the need to identify a funding mechanism for path maintenance as this is an eligible expense under the Expenditure Plan. The TAM Commission has adopted a temporary policy to use Measure A interest revenue for routine path maintenance (e.g., litter pick-up, graffiti removal, light replacement, etc.). The policy specifies that the funds are to be used on a reimbursement basis as a one-to-one match. The Commission will revisit the policy once an inventory of current path maintenance status has been completed. As of March 2006, Measure A interest income totaled approximately \$23,000.

**7. Open Time for Public Input**

Committee members commented that the meeting room was not large enough to accommodate all members and asked if staff could arrange for a larger meeting room.

Bob Burton noted that both the Northern Marin Planning area and the Major Marin Employers slots were vacant. Dianne Steinhauser reported that Bernie Meyer will become the representative for the Northern Marin Planning area, but that no candidate had been presented for the Major Marin Employers vacancy.

*Chair Lopin adjourned the meeting at 7:03 p.m.*